



National Park Service
U.S. Department of Interior

Tonto National Monument



Fee Waiver Application Guidelines

Introduction

Fee waivers are occasionally granted to school groups or other bona fide educational institutions for visits to Tonto National Monument that relate directly to the unique resources found inside the Monument. Waivers should be requested well in advance of the proposed visit.

1. Entrance fee waivers: Entrance fees can be waived for those groups who provide **documentation of educational status on official letterhead AND whose proposed visit relate directly to resources found in the Monument.** A written explanation of **WHAT** the purpose entails and **HOW** it relates to the Monument resources is required.
2. Verbal (day-of-arrival) requests: These requests will generally be denied and fees will be charged.
3. Foreign educational groups: All educational groups who meet applicable criteria will be granted waivers as appropriate.
4. Non-qualifying organizations: Civic, service, or fraternal organizations, e.g., scouts, Rotary, Elks do not qualify for educational fee waivers, **unless** they meet applicable criteria which follows.
5. Non-school groups: Educationally tax exempt groups, non-school groups officially recognized by a bona fide educational institution, and educational institutions not officially accredited but whose graduates are accepted by accredited educational institutions can qualify for educational fee waivers. Official documentation of such recognition **must** accompany this request.

Standard for Fee Waiver Qualification

1. **Criteria One:** *Official Recognition*
 - A. Official documentation of the group's educational status must be prepared on institutional letterhead, signed by the head of the department or institution and submitted to the Monument. Implied recognition is insufficient.

2. **Criteria Two:** *Purpose of Visit*

- A. The visit must relate directly to resources located inside the Monument, and the majority of the time spent in the Monument must be directed toward the educational focus of the visit.
- B. Submission of lesson plans, course descriptions, daily activity schedules and a specific statement as to how the visit directly relates to the resources located with the Monument is strongly recommended. Failure to supply adequate or definitive documentation will result in denial of the waiver request.

In Summary

- 1. To qualify for an educational entrance fee waiver, both Criteria One and Criteria Two must be met and documentation submitted in advance of arrival.
- 2. Waiver requests for researchers will be referred to the Resource Management Specialist for perusal, comment and recommendation for approval.
- 3. All fee waiver requests, whether granted or denied, are kept on file for future reference and are shared among other units of the National Park Service.

Please complete the attached **Application for Recreation Fee Exemption for Educational Groups** and mail with supporting documentation to:

Superintendent
Tonto National Monument
HC02, Box 4602
Roosevelt, Arizona 85545

Application for Recreation Fee Exemption for Educational Groups Tonto National Monument

Organized tours or outings conducted for educational or scientific purposes qualify for a waiver of fees if:

1. The educational or scientific purpose is directly related to the resources of Tonto National Monument.
2. The group is from a bona fide institution, established for the purpose of education.
3. The purpose for which the waiver is proposed is not for recreational or sightseeing/tour purposes.

I certify that my group, _____ ,
(Name of Group)

from _____ ,
(Name of Educational/Scientific Institution)

meets the above qualifications for waiver of entrance fees at Tonto National Monument. The purpose of our trip is:

Number in group _____ Age of group _____

Proposed date(s) of visit _____

Signature

Date

Printed name and title

Address

Phone

Waiver Approved: _____

Waiver Denied: _____

Superintendent

Date